



GI Mail

Step 1: Browse to:

<https://www.gimail.af.mil/login.asp>

Step 2: The *Main* screen will appear.
Click **Sign Up**

The screenshot shows the GI Mail login interface. At the top right is the Global Internet Mail logo. Below it is a navigation bar with four links: "Who's AUTHORIZED?", "SIGN UP" (with a red checkmark icon), "SIGN UP DIFFICULTIES" (with a red X icon), and "FREQUENTLY ASKED QUESTIONS" (with a cartoon character icon). Below the navigation bar are two links: "Voice Mail for all deployed personnel extended Click here to sign up!" and "Voice Mail Help Requests or Comments? Click Here". The main heading is "Enter your Username and Password to access your account". Below this are two input fields: "Username" and "Password". The "Username" field has a placeholder "@gimail.af.mil". Below the "Password" field are two buttons: "Log In" and "Forget Your Password?". Below the buttons is a note: "Your password is case sensitive; please enter it exactly as you created it." At the bottom are three links: "Terms of Service", "Support Form", and "AF Crossroads". At the very bottom are two links: "WARNING" and "NOTICE".



Terms of Service

Acknowledgment and Acceptance of Terms of Service

The GI Mail Service, operated by Human Resources Technologies, Inc., is provided to you under the terms and conditions of the GI Mail [Terms of Service](#) (TOS) agreement and any operating rules or policies that may be published by DoD and the USAF. The TOS comprises the entire agreement between you and GI Mail and supersedes all prior agreements between the parties. BY COMPLETING THE REGISTRATION YOU ARE INDICATING YOUR AGREEMENT TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE TOS AND ALL APPLICABLE REGULATIONS REGARDING THE USE OF A GOVERNMENT OWNED COMPUTER SYSTEMS.

Registering for GI Mail does not include access to secured areas of Air Force Crossroads.

[I am a new user and I agree to the terms - CLICK HERE](#)

[If you have previously registered with AF Crossroads - CLICK HERE](#)

[Not sure if you have an AF Crossroads account? - CLICK HERE](#)




[Close Window](#)

Step 3: The *Acknowledgment and Acceptance of Terms of Service* screen will appear. Click on **I am a new user and I agree to the terms.**



New User Registration

Step 4: The *New User Registration* screen will appear. Enter information for all fields. Click **Submit**.



New User Registration

Please enter the following information. (All fields are required.)

First Name:	<input type="text" value="Melissa"/>		
Last Name:	<input type="text" value="Estepa"/>		
SSN:	<input type="text" value="999"/>	<input type="text" value="99"/>	<input type="text" value="9999"/>
Date of Birth:	<input type="text" value="05"/>	<input type="text" value="02"/>	<input type="text" value="1973"/> (MM-DD-YYYY)
Regular E-mail:	<input type="text" value="jppsosotrandolph.af.mil"/>		
Confirm E-mail:	<input type="text" value="jppsosotrandolph.af.mil"/>		

* This e-mail address is the one you want us to use for notices, alerts, updates, and password reminder pertaining to your GI Mail account.

For Technical Support: [Click Here](#)

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Pay Grade:

(Please choose your branch.)

- ☒ USAF
- ☐ USA
- ☐ USN
- ☐ USMC
- ☐ USCG

(Please choose your category.)

- ☐ Active
- ☐ Reserve
- ☐ Guard
- ☒ Civilian
- ☐ Family Member
- ☐ Retired

The password must be between 6-10 characters in length. (No special characters or spaces for Username please).

Username:	<input type="text" value="estepam"/>	@gmail.af.mil
Password:	<input type="password" value="••••••"/>	
Confirm Password:	<input type="password" value="••••••"/>	

Check your regular e-mail approximately 1 hour after creating your account for receipt of your verification. Verification of your account is normally a speedy process; however, please be aware that registration accounts submitted over the weekends and on holidays may require more than 24 hours' time. If you do not receive verification within 24 hours, please use our [Support Form](#).



Confirm Information



[Privacy statement](#)

[Terms of Service](#)

For Technical Support Contact:
GIMailSupport@afcrossroads.com

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New User Registration

Please enter the following information. (All fields are required.)

First Name:	Melissa
Last Name:	Estepa
SSN:	999999999
Date of Birth:	05/02/1973
Regular E-mail:	melissa.estepa.ctr@jppsosat.randolph.af.mil
Pay Grade:	Civilian
Branch:	USAF
Category:	Civilian
Username:	estepam
Password:	L1k3th!5

Check your regular e-mail approximately 30 minutes after creating your account for receipt of your verification. Verification of your account is normally a speedy process; however, please be aware that registration accounts submitted over the weekends and on holidays may require more than 24 hours' time. If you do not receive verification within 24 hours, please contact us at GIMailSupport@afcrossroads.com.

Step 5: The *New User Registration* screen will appear. Confirm all information and edit if necessary. Select **File** and **Print**.

Step 6: Once all information has been confirmed and printed click **Submit**.



NOTE

Save your printed copy with your username and address.

GIMail | New User Registration

Page 1 of 1



New User Registration

Please enter the following information. (All fields are required.)

First Name:	Melissa
Last Name:	Estepa
SSN:	999999999
Date of Birth:	05/02/1973
Regular E-mail:	melissa.estepa.ctr@jppsosat.randolph.af.mil
Pay Grade:	Civilian
Branch:	USAF
Category:	Civilian
Username:	estepam
Password:	L1k3th15

Check your regular e-mail approximately 30 minutes after creating your account for receipt of your verification. Verification of your account is normally a speedy process; however, please be aware that registration accounts submitted over the weekends and on holidays may require more than 24 hours' time. If you do not receive verification within 24 hours, please contact us at GIMailSupport@afcrossroads.com.

Edit

Submit

[Privacy statement](#)

[Terms of Service](#)

For Technical Support Contact:
GIMailSupport@afcrossroads.com

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<https://www.afcrossroads.com/gimail/register/review.cfm>

3/13/2006



Terms of Service

Step 7: The *Terms of Service* screen will appear. Click **I Agree** to accept the terms of service.

Terms of Service

Notice
This is a Department of Defense (DoD) interest computer system. DoD interest computer systems and related equipment are intended for the communication, transmission, processing, and storage of official U. S. Government or other authorized information only. DoD interest computer systems are subject to monitoring at all times to ensure proper functioning of equipment and systems including security devices and systems, to prevent unauthorized use and violations of statutes, and security regulation purposes. Users of DoD interest computer systems should be aware that any information placed in the system is subject to monitoring and is not subject to any expectation of privacy. If monitoring of DoD interest computer systems reveals possible evidence of a violation of criminal statutes, this evidence and other related information, including identification about the user, may be provided to law enforcement officials. If monitoring reveals violations of security regulations or unauthorized use, employees who violate security regulations or make unauthorized use of DoD interest computer systems are subject to appropriate disciplinary action. Do not discuss, enter, transfer, process, or transmit classified or sensitive national security information. The use of a name or trademark of any specific manufacturer, commercial product, commodity, or service in these web pages does not imply endorsement by the Department of Defense, United States Air Force or Human Resources Technologies, Inc.

1. Acknowledgment and Acceptance of Terms of Service
The Oi Mail Service ("Service"), operated by Human Resources Technologies, Inc. ("HRTI"), is provided to you ("Member") under the terms and conditions of this Oi Mail Terms of Service (TOS) agreement and any operating rules or policies that may be published by DoD, USAF. The TOS comprises the entire agreement between Member and Oi Mail and supersedes all prior agreements between the parties regarding the subject matter contained herein. BY COMPLETING THE REGISTRATION YOU ARE INDICATING YOUR AGREEMENT TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE TOS AND ALL APPLICABLE REGULATIONS REGARDING THE USE OF A GOVERNMENT OWNED COMPUTER SYSTEMS.

2. Description of Service
Oi Mail is providing Member with a capability to send and receive electronic mail ("E-Mail") via the World Wide Web and on the Oi Mail system. In consideration for this Service, Member agrees to: (1) provide certain current, complete, and accurate information about Member as prompted to do so by the Service and (2) maintain and update this information as required to keep it current, complete and accurate. All information requested on original sign up shall be referred to as registration data ("Registration Data"). If any information provided by Member is inaccurate, Oi Mail retains the right to terminate Member's account and rights to use the Service.

3. Modifications to Service
Oi Mail reserves the right to modify or discontinue the Service with or without notice to Member. Oi Mail shall not be liable to Member or any third party should Oi Mail exercise its right to modify or discontinue the Service.

4. Member Account, Password, and Security
Oi Mail is available to members of all military services. Account registration and use of Oi Mail will be available to users from any computer with Internet access. All current and new users will be validated through the Defense Eligibility Enrollment Reporting System (DEERS - ID card), eligible users will include active duty, reserve, National Guard, retired or Civil Service employees and their authorized family members. Once validated as a member of Oi Mail, your account will be activated. Your account's Username and password can be used to access your mail from anywhere in the world. You are entirely responsible if you do not maintain the confidentiality of your account information. Furthermore, you are entirely responsible for any and all activities relating to your account. You may change your password at any time by clicking on the "Change Password" hyperlink within Oi Mail. Account termination can be accomplished via E-mail to OI-MailSupport@afcrprossrjds.com. Member agrees to immediately notify Oi Mail of any unauthorized use of Member's account or any other breach of security known to Member.

5. Email Message Storage and Other Limitations
Oi Mail assumes no responsibility for the deletion or failure to store email messages. Oi Mail has set no fixed upper limit on the number of messages a Member may send or receive through the Service. Oi Mail retains the right to establish maximum storage limits for Members; consistent with this effort any mail not accessed for a period of 90 days or more is subject to automatic deletion without notice to member. In addition, Member accounts found to be dormant (not accessed) for a period of 90 consecutive days or more are subject to deletion without notice.

6. Member Conduct
Member is solely responsible for the contents of his or her transmissions through the Service. Members using the Service are subject to all applicable Federal laws, DoD, AF, and AFCA regulations. The Service makes use of the MILNET to send and receive messages; therefore, Member's conduct is subject to all applicable regulations, policies and procedures. Member will not use the Service for chain letters, junk mail, spamming, or any use of distribution lists for profit. Member agrees not to transmit through the Service any unlawful, harassing, libelous, abusive, threatening, harmful, vulgar, obscene, or otherwise objectionable material of any kind or nature. Member further agrees not to transmit any material that encourages conduct that could constitute a criminal offense, give rise to civil liability, or otherwise violate any applicable local, state, national, or international law or regulation. Attempts to gain unauthorized access to other computer systems are prohibited. Member shall not interfere with another Member's use and enjoyment of the service or another entity's use and enjoyment of similar services. Oi Mail may, at its sole discretion, immediately terminate Service should Member's conduct fail to conform with these terms and conditions of the TOS.

7. Termination
Either Member or Oi Mail may terminate the Service with or without cause at any time and effective immediately. Oi Mail shall not be liable to Member for termination of Service. Should Member object to any terms and conditions of the TOS or any subsequent modifications thereto or become dissatisfied with the Service in any way, Member's only recourse is to immediately: (1) discontinue use of the Service, (2) terminate Service membership; and (3) notify Oi Mail of termination via E-mail. Upon termination of the Service, Member's right to use the Service and Software immediately ceases. Member shall have no right and Oi Mail will have no obligation thereafter to forward any unread or unsent messages to Member or any third party.

8. Notice
All notices to a party shall be in writing and shall be made either via E-mail or conventional mail. Oi Mail may broadcast notices or messages through the Service or post the information on the Oi Mail homepage to inform Member of changes to the TOS, the Service, or other matters of importance; such broadcasts shall constitute notice to Member.

9. Proprietary Rights to Content
Member acknowledges that content, including but not limited to text, software, music, sound, photographs, video, graphics, or other material contained is the property of the U.S. Government except where noted.

[Back](#) [I Agree](#)



Information Received



**Global
Internet
Mail**

New User Registration

The information you provided has been received.

We have received your registration and are in the process of verifying your information. Verification should take no more than 24 hours. Once your registration has been verified, you will receive a confirmation e-mail informing you your account has been activated. You can then enter using the username and password you created when registering.

If for some reason we are unable to verify your information, you will receive an e-mail notifying you of this fact. To determine the reason we could not verify your registration, we encourage you to contact our [Support Team](#). An Air Force representative will contact you within three working days to discuss your questions or comments.

[Terms of Service](#)

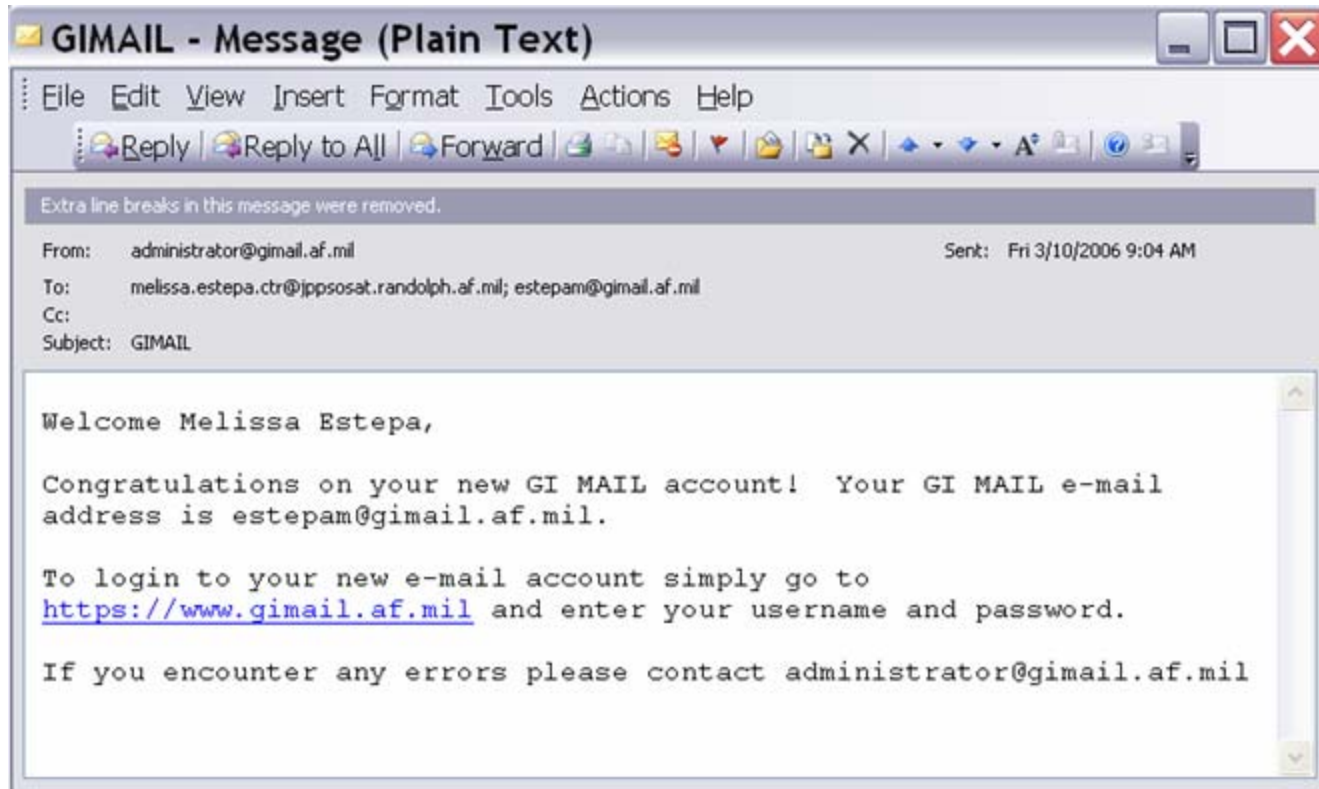
For Technical Support:
[Click Here](#)

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Step 8: The *New User Registration* screen will appear. This screen confirms that your registration has been received and the information provided is in the verification process.



Welcome Email



Step 9: Once the information has been verified a *Welcome* email will be sent to the email address that was provided during sign up and to the new GI Mail account. Click on the link provided or browse to <https://www.gimail.af.mil/login.asp> to login to your new GI Mail account.



Logon

Step 10: From the *Main* screen log in using your username and password.

A screenshot of the Global Internet Mail login interface. At the top center is the Global Internet Mail logo. Below it are four navigation buttons: "Who's AUTHORIZED?", "SIGN UP", "SIGN UP DIFFICULTIES", and "FREQUENTLY ASKED QUESTIONS". Under these are two links: "Voice Mail for all deployed personnel extended Click here to sign up!" and "Voice Mail Help Requests or Comments? Click Here". The main heading reads "Enter your Username and Password to access your account:". Below this are input fields for "Username" (containing "estepam") and "Password" (masked with dots). To the right of the username field is the text "@gmail.af.mil". Below the password field are two buttons: "Log In" and "Forget Your Password?". A note states "Your password is case sensitive; please enter it exactly as you created it." At the bottom are links for "Terms of Service", "Support Form", and "AF Crossroads", followed by "WARNING" and "NOTICE" links.

Global Internet Mail

Who's AUTHORIZED? SIGN UP SIGN UP DIFFICULTIES FREQUENTLY ASKED QUESTIONS

[Voice Mail for all deployed personnel extended](#)
[Click here to sign up!](#)

[Voice Mail Help Requests or Comments?](#)
[Click Here](#)

Enter your Username and Password to access your account:

Username @gmail.af.mil

Password

[Log In](#) [Forget Your Password?](#)

Your password is case sensitive;
please enter it exactly as you created it.

[Terms of Service](#) | [Support Form](#) | [AF Crossroads](#)

[WARNING](#) | [NOTICE](#)



Remember Password

Step 11: The *Auto Complete* pop up will appear. Select **Yes** if you want Windows to remember this password or select **No** if you do not want Windows to remember this password.

A screenshot of the Global Internet Mail login interface. At the top center is the "Global Internet Mail" logo. Below it is a navigation bar with four links: "WHO'S AUTHORIZED?", "SIGN UP", "SIGN UP DIFFICULTIES", and "FREQUENTLY ASKED QUESTIONS". The "SIGN UP" link is highlighted with a red checkmark, and "SIGN UP DIFFICULTIES" is crossed out with a red circle. Below the navigation bar are two links: "Voice Mail for all deployed personnel extended Click here to sign up!" and "Voice Mail Help Requests or Comments? Click Here". The main login area has fields for "Username" (containing "ester") and "Password" (masked with dots), and a "Log" button. An "AutoComplete" pop-up window is overlaid on the password field, asking "Do you want Windows to remember this password, so that you don't have to type it again the next time you visit this page?" with a checkbox labeled "Don't offer to remember any more passwords" and "Yes" and "No" buttons. Below the login fields, a message states "Your password is case sensitive; please enter it exactly as you created it." At the bottom are links for "Terms of Service", "Support Form", and "AF Crossroads", followed by "WARNING" and "NOTICE" links.



Inbox

estepam@gmail.af.mil

- Manage Folders
 - Inbox
 - Drafts
 - Outbox
 - Sent Items
- Address Book
- Change Password
- Settings
 - Filters
 - Display
 - Options
- Logoff

[Terms of Service](#)

[Support Form](#)

[FAQ](#)

[Voice Mail FAQ**](#)**

CAIR FORCE CROSSROADS www.afcrossroads.com

Inbox: 1 Message(s)

Compose Check Mail Purge deleted messages Delete/Undelete Selection 1 of 1

	From	Subject	Date	Size
<input type="checkbox"/>	administrator2@gmail.af.mil	GIMAIL	3/10/06 10:03:40 AM	1 KB

Step 12: Your GI Mail *Inbox* will appear.



Welcome Email



Step 12: